



DIRECT DEPOSIT AUTHORIZATION FORM

ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
475 14th Street, Suite 1000 QIC 22901
Oakland, CA 94612-1900 510.628.3000 / 800.838.1932, Press 1
www.ACERA.org FAX 510.268.9574

(Please Print or Type)

Name: _____ Social Security No: XXX-XX-_____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone Number: () _____ Cell Phone Number: () _____

Date of Birth: / / _____ Email Address: _____

ACERA will NOT process this Form unless one of the following items is attached:

* Please attach a **VOIDED CHECK** (no deposit ticket) for a **checking account**

** Please attach an **ACCOUNT STATEMENT** for a **savings account**

I hereby authorize my Financial Institution to disclose to ACERA, at any time, the following information: (1) name and address of any co-owner, co-signer, or any other person who had access to funds in my account; and (2) the name and address of the person who closed my account. I hereby authorize the deposit of my retirement benefits to the Financial Institution indicated below, to credit the amounts thereof to my:

Please check one:

___ Checking Account* Account #: _____
Max. of 17 characters

___ Savings Account** Account #: _____
Max. of 17 characters

Financial Institution Routing No.: _____

Financial Institution Name: _____ Branch #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

This authority is to remain in full force and in effect until ACERA receives written notification from me of its termination or change.

Member Signature: _____ Date: _____

Or

Power of Attorney Signature*: _____ Date: _____

RETURN THIS FORM AND DOCUMENTATION TO ACERA

***Must have Power of Attorney Documentation in member's file or submission with this form.**

ACERA USE ONLY	
Input By:	Date:
Verified By:	Date:
Out of Area: <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, forward to RS III	

Direct Deposit

Simple & Secure, Peace of Mind, Making Life Easier

Overview

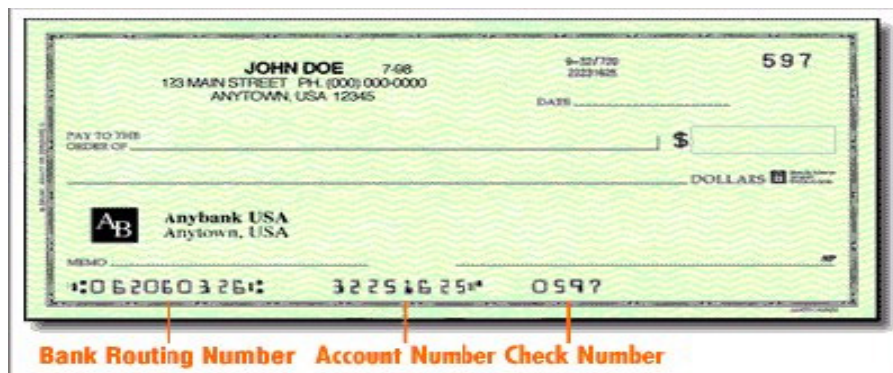
Direct Deposit is a free service allowing you to deposit recurring income received into any checking or savings account you choose. Income received from your employer, Social Security, pension and retirement plans, the Armed Forces, VA Benefits, and annuity or dividend payments may all qualify for Direct Deposit.

How you benefit

- **It's convenient** - Your monthly pension check or retirement allowance is safely deposited automatically into your account, even when you are vacationing or just too busy.
- **It saves time** - you don't have to deposit a check, you are able to view payment history through your bank's online banking system or by viewing your monthly account statement.
- **It's safe** - Never worry about checks getting lost, delayed, or stolen!

How to Set Up Direct Deposit with ACERA

Step 1. Gather account information. You will need to provide the type of account (checking or savings) and your account number and routing number (RTN). The diagram below shows where to locate this information.



Step 2. Fill out the attached Automatic / Direct Deposit Authorization Form on the other side of this flyer. Attach a Voided Check for deposits into your checking account or Savings Account Statement to have deposits into your savings account along with the enclosed form.

Return the completed form to: **ACERA 475 14th Street, Suite 1000 Oakland, CA 94612**

NOTE: If this form is received by the 2nd Friday of the month, your ACERA Direct Deposit should go into effect that month. However, if it is received after, it will go into effect the following month. If you have any questions regarding Direct Deposit, please call ACERA at 510.628.3000 or 1.800.838.1932 (press 1).